

**EVICTION CONSTRUCTIVE SERVICE STANDING ORDER**

Judge Parkhurst Courtroom 204

Eviction Call is every Thursday 10:00 am to 12 noon unless the court determines otherwise.

**CONSTRUCTIVE SERVICE:** Constructive service by posting is only allowed by the court when

- personal service cannot be obtained **AND**
- Summons returned not served **and** summons states service cannot be obtained

Landlord **must file an Affidavit** to obtain permission for Constructive Service

**AFFIDAVIT REQUIREMENTS:**

- Personal service on tenant or unknown occupant could not be obtained
  - Include facts to support why personal service could not be obtained
- Tenant's status
  - Tenant is not a resident of Illinois
  - Tenant departed from the state
  - Tenant cannot be found after due inquiry OR
  - Tenant is concealed within the state so process cannot be served
    - Include facts in support of Tenant status
- The address of Tenant is \_\_\_\_
- The address of Tenant is unknown and after diligent inquiry Tenant's address and place of residence could not be ascertained
  - Include facts to support diligent inquiry

**SERVICE BY POSTING AND MAIL:** If the affidavit meets the statutory requirements, Tenant may be notified by posting and mailing of notices. The Sheriff must post 3 copies of such notices in public places in the neighborhood of the court at least 10 days prior to the court appearance date. If Tenant's place of residence is known, a copy must be mailed to the Tenant at such address.

Effective November 1, 2024

/s/ Lindsay Parkhurst \_\_\_\_\_  
Lindsay Parkhurst Circuit Judge